

SOUTH CAROLINA ADVISORY COUNCIL ON VOCATIONAL AND TECHNICAL EDUCATION

**1982-83
ANNUAL REPORT**



**Printed under the Direction of the
State Budget and Control Board**

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PURPOSE

The State Advisory Council on Vocational and Technical Education operates under the authority of Public Law 94-482 and State Executive Order 79-12. The Federal Act (P.L. 94-482) requires that any state desiring to be eligible to receive federal funds for vocational education must have a State Advisory Council on Vocational Education. S.C. Executive Order 79-12 established the Council as an entity within State Government to carry out the advisory role and other functions prescribed under federal law. While the federal act specified that the Council shall be advisory to the State Board for Vocational Education (State Board of Education), the Executive Order further specified that the Council would also be advisory to the State Board for Technical and Comprehensive Education.

While the advisory function is the primary role assigned to the Council, there are other requirements specified in the act that contribute to this activity or help in maximizing the effectiveness of the Council. The Council is required to conduct an annual evaluation of vocational and technical education and from the evaluation to publish an annual evaluation report. All of the Council meetings are open to the public. In an effort to comply with the requirements of the Federal Act, in most past years the Council has designated one meeting as a public meeting. In FY 1983, as had been the case in FY 1982, the Council decided to obtain the opinions of a larger cross-section and number of respondents than had been reached previously through a designated public meeting. The FY 82 public opinion questionnaire was revised and distributed to the public. The results of the FY 83 public opinion survey distribution are discussed in greater detail in a later section of this report.

The primary purpose of the Council is to serve in an advisory relationship to the State Board for Vocational Education (State Board of Education), and to the State Board for Technical Education. The council meetings, committee meetings, evaluation visits, public opinion survey, and the other activities all contribute to the members' knowledge and help them to be better qualified to tender valid advice to the two boards.

Program Selection & Enrollment

Webb, Chairman

Blackwell

Gist

Hart

Jackson

Nursing

Adams, Chairman

Chastain

Garrison

Gist

Kempson

COUNCIL MEMBERS

Members of the Council are appointed by the Governor to fill specific categories of membership as described in P.L. 94-482. Terms of appointment are for three (3) years unless the appointment is to fill an unexpired term. During the 1982-83 year the membership of the Council was as follows:

			Category
Mr. Martin H. Black	Bamberg	Chairman	16
Mr. Frank M. Hart	Marion	Vice-Chairman	13
Mrs. Fannie P. Adams	Columbia		19
Mr. Guy E. Blackwell	Inman		7
Mr. W. Hugh Chastain	Mauldin		8
Mrs. Barbara Toni Gadegbeku	Kingstree		14
Dr. Don C. Garrison	Pendleton		5
Mr. Donald Gist	Columbia		2
Mr. Clifton C. Goodwin	Sumter		4
Miss Pearl Highsmith	Beaufort		20
Mrs. Marian Jackson	Edgefield		15
Mr. Milton Kimpson	Columbia		1
Mr. Paul Livingston	Columbia		6
Mr. James P. Neal, Jr.	Columbia		11
Mrs. Sylvia H. Nelson	Camden		9
Mrs. Theodis P. Palmer	Sumter		17
Mr. Larry Patrick	Bowman		3
Mrs. Swannee Reenstjerna	Lexington		12
Mr. R. Wilson Sanders, Jr.	Florence		18
Miss Christine Webb	Columbia		10

The Council members donated a considerable amount of their time to Council business during 1982-83. Details concerning how this time was directed are provided in Appendix Number One (#1). Overall, at least 227 days were contributed by the members in activities directly related to the work of the Council. This total and the details listed in Appendix I do not include numerous other meetings, time spent on observations and discussions, and other activities for which the Council had no record.

ORGANIZATION

Much of the work of the Council is carried out through its committees. The Council's by-laws call for standing committees as well as ad hoc committees formed to address special topics of interest to the Council members. During 1982-83 there were four (4) ad hoc committees in addition to the four (4) standing committees.

P.L. 94-482 requires that the Council elect a Chairman within thirty (30) days after the certification of membership has been accepted at the federal level. The Council's by-laws further state that the Chairman, the Vice-Chairman, the immediate past Chairman, and a member elected at large will comprise the Executive Committee, or officers, of the Council. Following the selection of officers during the first meeting of the fiscal year, the Executive Committee meets and makes member assignments to committees.

The officers and committees of the Council during 1982-83 were as follow:

STANDING COMMITTEES

Executive

Black, Chairman
Hart, Vice-Chairman
Nelson
Reenstjerna

Evaluation

Reenstjerna, Chairman
Chastain
Livingston
Gadegbeku
Patrick
Webb

State Plan

Hart, Chairman
Blackwell
Neal
Palmer
Sanders

Audit

Goodwin, Chairman
Highsmith
Nelson
Sanders

AD HOC COMMITTEES

Program Selection & Enrollment

Webb, Chairman
Blackwell
Gist
Hart
Jackson

Nursing

Adams, Chairman
Chastain
Garrison
Gist
Kimpson

Adams

STAFF - OFFICE

Staff

No personnel changes took place in 1982-83. The position entitled Secretary was reclassified to Staff Assistant to more accurately reflect its job responsibilities. The staff of the Council continued to be as follows:

Executive Director — Dr. Robert H. White
 Executive Assistant — Mr. Greg Black
 Staff Assistant — Mrs. Elizabeth M. Shealy

Office

The Council's office remained at 2221 Devine Street, Suite 420, Columbia, during 1982-83. All expenses associated with the office, including rent, were defrayed out of the Council's appropriations. Indirect costs associated with the State's provision of services (e.g., payroll, purchasing, audits, etc.) were paid to the State from federal appropriations.

FISCAL

Fiscal support for the State Advisory Council is provided by a combination of a federal funds allocation and an appropriation of state funds. The federal allocation comprised approximately three-fourths of the 1982-83 funds while the appropriation of state funds provided the other one-fourth.

All direct and indirect costs of the Council are paid from the federal and state funds, including salaries, travel, office expenses, per diem of council members, office rental, and payment of indirect expenses from federal funds to the State.

The 1982-83 fiscal year was marked by reduced revenues in the State as compared to projections, and like other State Agencies, the State Advisory Council suffered the proportional decrease of available state funds. Two transactions during the year in which funds were transferred back to the General Fund served to create an air of conservatism in expenditure of Council funds. During July, there was a Budget and Control Board ordered reduction of .31 percent and later, in December, there was an additional 4.65 percent reduction of the Council's state funds. While the dollar amounts of \$97 and \$1,450 of reductions were very small, the effect was no less severe than for other agencies due to the Council's small budget.

The federal allocation for the State Advisory Council remained constant for 1982-83 as it had for several years. The inflationary rise in nearly all costs associated with the operation of an office had to be absorbed from federal funds, thus leaving the Council with less flexibility of operation. The Council is near the breaking point for efficient and normal operation unless relief is soon provided.

The major expense items for the Council were salaries and fringe benefits, comprising approximately two-thirds of the expenditures. Member travel, per diem, and communications added to over sixteen percent (16%), leaving 15.7 percent for staff travel and the direct and indirect costs necessary to maintain the office and the Council. There were no major variations in expenditures compared with the previous few years. Additional detail on available funds and expenditures is given in Appendix II.

ACTIVITIES

Meetings

Six (6) Council meetings were conducted in 1982-83. Since Columbia is centrally located and Council members come from all across the State to the meetings, all meetings were held in the Columbia area. For the dates, times and locations of the meetings please see Appendix III.

In addition to the Council meetings, thirteen (13) committee meetings were conducted during 1982-83, all but one of which was located in Columbia. The lone exception was an Executive Committee meeting held in Florence in conjunction with an evaluation site visit.

Considering the fact that most Council members maintain full-time occupations, the member participation in Council and Committee meetings during 1982-83 was very good.

Minutes of all meetings were kept and disseminated at Council meetings or in mailings prior to a Council meeting.

Public Opinion Survey

In July of 1982 the State Advisory Council published a report entitled *What the Public says about . . . Vocational & Technical Education in South Carolina*. This was a forty-two (42) page report of an opinion survey of five hundred (500) persons, two-thirds of whom were not directly involved in education, conducted during the early spring of 1982.

Eleven (11) conclusions were drawn by the Council in this public opinion report. For the sake of brevity, these conclusions will not be listed in this report, but a few examples are:

- the public held both vocational and technical education in high esteem,
- while there was no willingness to delete or substitute any of the present programs, over twenty-five percent (25%) of the respondents offered suggestions for additional courses or programs that should be added,
- there was a strong and persistent belief that some vocational skill should be an additional requirement for graduation from high school.

The Council was pleased with the results of this different approach to gauging the public's needs, concerns, and ideas about vocational

and technical education. In the past the Council had held an annual public meeting but had encountered considerable difficulty in acquiring a representative cross-section of the public. Since the survey questionnaire reached more people, a greater cross-section of the public, in more areas of the State, the Council decided to again use this approach in FY 1983. The 1982 opinion survey was revised by an ad hoc committee of the Council and distributed in early 1983 to all vocational center directors and technical college presidents in the state.

The revised opinion survey for 1983 consisted of eighteen (18) questions, and addressed such diverse topics as:

- public knowledge about voc./tec. programs,
- opinion concerning degree to which skills being taught in voc./tec. programs are meeting the needs of business and industry,
- how well are the students being taught proper attitudes toward work and employment,
- how effective do you think your advisory committee has been in the past twelve (12) months.

At the close of FY 1983 the Council had received a total of 1,268 returned survey forms from fifteen (15) education institutions — 10 vocational centers and 5 technical colleges. At the close of the 1983 fiscal year, the data were in the process of being analyzed as a preliminary step in publishing another public opinion report.

Evaluation Report

The Council is required by P.L. 94-482 to annually publish an evaluation report. This report is to be "submit[ted] to the Commissioner [of Education] and to the National Advisory Council [on Vocational Education] . . . through the State Board . . . accompanied by such additional comments of the State Board as the State Board deems appropriate."

In January of 1983 the Council published the *Evaluation Report of 1981-82*. This was a fifty-two (52) page report in which the Council addressed the following topics, many of which are required of the Council by federal law and others which the Council considered as priority items:

- Vocational education enrollments,
- Technical education enrollments,
- Findings from site visits conducted by the State Advisory Council,

- Review of local evaluations conducted by the State Office of Vocational Education in 1981-82,
- Analysis of Vocational Education expenditures of P.L. 94-482 federal funds in FY 82,
- Articulation clearinghouse activities,
- Comments on State Employment and Training Council's FY 1981 Annual Report to the Governor,
- Recommendations and Commendations to State Board of Education,
- Recommendations and Commendations to State Board for Technical and Comprehensive Education.

Consistent with the letter of P.L. 94-482, the Chairman of the Council and other members presented the *Evaluation Report 1981-82* to the State Board for Technical and Comprehensive Education on February 16, 1983 and to the State Board of Education on March 9, 1983. The report was well received by both boards.

Site Visits

During FY 1983 Council members and staff conducted four (4) evaluation site visits, three (3) to secondary vocational centers and one (1) to a technical college. For a listing of the locations visited, please see Appendix IV.

Typically, four (4) Council members participated on these visits, with three of the visits entailing three (3) working days and one of the visits involving two (2) days. The site visit evaluations accomplish at least three Council objectives:

- 1) they are, in the Council's opinion, the best response to the federal requirement that the Council "... shall also evaluate vocational education programs, services, and activities . . .",
- 2) in evaluating the vocational programs the members are educated and oriented with first-hand knowledge of vocational and technical education, and
- 3) reports of the evaluations are provided to the sites evaluated, thereby benefiting those centers/colleges with objective, unbiased information.

A synopsis of the findings of the Council in its four evaluation site visits was included in article form in the Council's *Evaluation Report 1981-82*. This fulfilled the federal requirement that the Council should "... publish and distribute the results ..." of its evaluation of vocational programs.

Articulation Clearinghouse

Since 1979 the Council has served as Articulation Clearinghouse for the vocational and technical education systems in South Carolina. The Council's service in this role is as a result of the request of vocational center directors and technical college presidents at the first state-wide articulation conference conducted in October, 1978.

In February, 1983 the Council as clearinghouse distributed the fourth issue of the *Articulation Newsletter* to all vocational centers and technical colleges in the State. Included in this newsletter were the following items:

- a listing of vocational and technical education programs in the state that, according to information provided the clearinghouse, are fully articulated. Teachers of the individual programs are also listed,
- the latest institutional articulation form, which the directors/presidents were asked to update and return to the Council.

In the almost five (5) years since the first state-wide Articulation Conference much progress has been made in the articulation of common programs between the two delivery systems of vocational and technical education. The fourth *Articulation Newsletter* printed out this progress in articulation by providing an update in Table I. That information is duplicated below:

Institutions Involved in Articulation

	Number of Vocational Centers	Number of Technical Colleges
Partially Articulated (Institution has at least (1) program in which student competencies have been agreed upon.)	45 (82% of all vocation- al centers)	14 (88% of all technical colleges)
Fully Articulated (Graduates in at least (1) program have received advanced placement at Tec.)	33 (60%)	11 (69%)

LEADERSHIP

National/Regional Meetings

In order to stay abreast of national and regional issues significant to vocational/technical education in South Carolina, the Council participated in several out-of-state meetings in 1982-83.

Late in FY 1983, on May 12, 1983, Mr. Martin Black, Chairman of the S.C. Council, was elected charter President of the National Association of State Advisory Councils for Vocational Education. Mr. Black was selected from over 1,100 possible Council members and Executive Directors. The term of office began upon his election and will run through FY 1984.

The Executive Director of the Council was re-elected by his peers to serve a second term as national Vice-President of the National Association of Executive Directors (NAED) of State Advisory Councils on Vocational Education. His term ran from July 1, 1982 to June 30, 1983.

Regional or national meetings at which the Council was represented through its Executive Director and/or Chairman/Council members during 1982-83 are listed below:

Meeting of the Officers of the SACVE National Association of Executive Directors	Washington, D.C. October, 1982
Southern Regional SACVE Meeting of State Advisory Councils	Clearwater, Florida October, 1982
American Vocational Association National Convention	St. Louis, Missouri December, 1982
Meeting of the Officers of the SACVE National Association of Executive Directors	Orlando, Florida February, 1983
National Advisory Council Forum on Business and Vocational Education	Atlanta, Georgia April, 1983

Issues/Priorities

Perhaps the most significant issue addressed by the Council during FY 1982-83 concerned the move by the State Board of Education to increase the number of carnegie credits required for high school graduation.

Months prior to the Council's learning of the State Board initiative to increase the credits required for graduation, the Council had formed an ad hoc committee on Vocational Credit Requirements to consider the issue of whether a credit in vocational education should be required for high school graduation. Upon consultations with State Office of Vocational Education officials, the Council adopted the position that an additional credit requirement for graduation should be either prevocational or vocational education.

The Council became the sole vocal advocate for prevocational education as the State Board of Education considered the issue of requiring additional credits in the Spring of 1983. The State Board did move to increase the credits required for graduation from 18 to 20 credits beginning with the graduating class of 1987. Prevocational education was included as an option for one of these two additional credits required for graduation.

APPENDIX I

Contribution of Time by Council Members in 1982-83

Activity	Number	Days Contributed
Council Meetings	6	84
Committee Meetings	13	59
Evaluation Site Visits	4	43
Other Meetings (In-state and Out-of-state)		<u>41</u>
Total Days		227

APPENDIX II

REPORT OF AVAILABLE FUNDS AND EXPENDITURES 1982-83

Available Funds

Federal Funds for 1981-82		
Carried Forward	\$	30,203.29
Federal Allocation for 1982-83		94,000.00
Total Available Funds	\$	124,203.29
State Funds. Appropriation and Adjustments		31,622.00
Less Mid Year Reductions	(1,547.00)	<u>30,075.00</u>
Total Available Funds	\$	154,278.29

Expenditures

	Amounts	Percent
Salaries	\$ 74,924.26	58.3%
Per Diem Payments - Members	6,055.00	4.7
Travel, Members	8,505.45	6.6
Travel, Staff and Others	5,352.02	4.2
Fringe Benefits	12,512.37	9.8
Supplies and Photocopy	4,524.89	3.5
Telephone and Printing	6,246.30	4.9
Rent - State Owned Property	7,488.00	5.8
Other, Including Indirect Costs	2,812.80	2.2
Total	<u>\$ 128,421.09</u>	<u>100.0%</u>
Expenditures - Federal	\$ 98,363.09	76.6%
Expenditures - State	\$ 30,058.00	23.4
Reductions of State Funds during Mid-Year	\$ 1,547.00	
Balance of State Appropriation and Adjustments Refunded to State	\$ 17.00	
Balance of Federal Funds for Carryover to 1983-84	\$ 25,840.20	

APPENDIX III

COUNCIL MEETING SCHEDULE 1982-83

Date	Time	Location
July 29, 1982	1:30 P.M.	State Tec Board Conference Room Columbia
September 30, 1982	1:30 P.M.	Tremont Inn Cayce
November 18, 1982	1:30 P.M.	Tremont Inn Cayce
February 3, 1983	1:30 P.M.	Tremont Inn Cayce
April 21, 1983	1:30 P.M.	Tremont Inn Cayce
June 16, 1983	1:30 P.M.	Tremont Inn Cayce

APPENDIX IV

Evaluation Site Visits

Location	Date
Donaldson Vocational Center Greenville	January 25 - 27, 1983
Piedmont Technical College Greenwood	March 16 - 18, 1983
Lake City Area Vocational Center Lake City	April 12, 13, 1983
W. Gresham Meggett Education Occupation Center Charleston	April 26 - 28, 1983
Travel, Members	8,508.45
Travel, Staff and Others	5,302.02
Travel, Incidental	12,512.37
Supplies and Photocopy	4,532.80
Telephone and Postage	6,246.30
Rent - State Owned Property	7,488.00
Other, Including Indirect Costs	2,512.80
Total	\$ 128,421.09
Expenditures - Federal	\$ 98,953.09
Expenditures - State	\$ 20,058.00
Reductions of State Funds during Mid-Year	\$ 1,547.00
Balance of State Appropriation and Adjustments Refunded to State	\$ 17.00
Balance of Federal Funds for Carryover to 1983-84	\$ 25,849.00

APPENDIX V

Publications 1982-83

What the Public says about . . . Vocational & Technical Education in South Carolina. A report of an Opinion Survey of Five-Hundred (500) persons during the early Spring of 1982. July, 1982. 42 pp.

Evaluation Report 1981-82. A report of an Evaluation of the Programs of Vocational and Technical Education in South Carolina for the 1981-82 Fiscal Year. January, 1983. 52 pp.

1982-83 S.C. Advisory Council Members. South Carolina Advisory Council on Vocational and Technical Education. Undated. Brochure

1981-82 Annual Report. Printed under the Direction of the State Budget and Control Board. Undated. 18 pages.